



*A place where families and businesses thrive.*

**City Council Work Session  
Council & Management Goal-Setting Retreat**

**Saturday, January 29, 2022  
Zoom**

***Minutes are unofficial until approved by City Council.  
Council approved minutes as presented February 14, 2022.***

**A. Call to Order:**

Mayor Truax called the City Council Goal-Setting Retreat to order at 8:30 a.m. via Zoom Webinar Video Conference.

1. **ROLL CALL: COUNCIL PRESENT ATTENDED BY ZOOM WEBINAR:** Donna Gustafson; Kristy Kottkey; Timothy Rippe; Elena Uhing; Mariana Valenzuela; Malynda Wenzl, Council President; and Peter Truax, Mayor.
2. **STAFF PRESENT ATTENDED BY ZOOM WEBINAR:** Jesse VanderZanden, City Manager; Paul Downey, Assistant City Manager/Finance Director; Jim Geering, Fire Chief; Keith Hormann, Light and Power Director; Anne Lane, Parks and Recreation Director; Bryan Pohl, Community Development Director; Henry Reimann, Police Chief; Gregory Robertson, Public Works Director; Colleen Winters, Library Director; and Anna Ruggles, City Recorder.
3. **Staff Report:**  
VanderZanden introduced Sara Wilson, SSW Consulting, who facilitated the Council and Management Team Retreat, noting Wilson held individual conversations with Councilors and Department Directors in advance with the intent of making the Retreat as productive and meaningful as possible. VanderZanden referenced the following attachments:
  - 2021 Retreat Agenda
  - 2021-2022 City Council Goals and Objectives (containing Status Report)
  - 2021 Departments' Top Accomplishments & 2022 Departments' Top Priorities

Agenda Overview:

Wilson facilitated the following roundtable group sessions:

**8:15 AM – Zooming Meeting Opens**

**8:30 AM – Welcome + Agenda Overview**

- Welcome, Mayor Truax
- Agenda Overview
- Workshop Warm-up
- Process Overview

**9:15 AM – Recognize, Celebrate + Appreciate**

- 2021 Accomplishments
- Team Recognition

**9:35 AM – Environmental Scan**

- 2021 Goal Progress
- Context Map Review

– Morning Break

**10:55 AM – Goal Refinement**

- Refinement Process Overview
- Identify Council Focus Areas
- Staff Refinement Proposals

– 12:00 PM – Lunch

**12:40 PM –Goal Refinement**

- Clarify Goal Outcome
- Review Proposals for Refinement

– Afternoon Break

**1:35 PM – Make a Plan**

- Progress Reporting
- Team Expectation

**2:15 PM – Wrap-up + Next Steps**

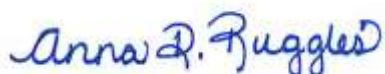
- Reflection Activity
- Next Steps

In conclusion, VanderZanden advised Wilson will prepare a compilation of results for the Council Goals and Objectives Refinement Work Session scheduled on February 14, 2022.

**B. Adjournment:**

Mayor Truax adjourned the Retreat at 2:35 p.m.

Respectfully submitted,



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Anna D. Ruggles, CMC, City Recorder